Dear Mr. Smith,

I saw that you were looking for a new team member to lead your advertisement campaigns. I am interested in this position and believe that I am exactly who you are looking for. I have spent over five years doing public relations and interacting with the media. As well as graduated with a degree in digital design from “Famous School U” during my time there I ran a number of advertisements for different organizations all with huge success, and I would like to bring this success to your company as well.

I have enclosed my resume with this letter you will see as to how it is organized that I mean what I say when I say that I have skills with design and presentation. As an update to it however we just today got the numbers back from my last ad at “Famous School U” and it seems that we were able to raise awareness by %38 percent regarding non-traditional college students in today’s society.

I look forward to hearing from you. Please feel free to contact me day or night at (123)867-5309. Thank you for your time.

Very Respectfully

Brian Becker